



FEB News & Events

Oregon Federal Executive Board

Partnerships for a More Cost Effective Federal Government

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October 3, 2003

OFEB Policy Committee Welcomes New Members, Honors Sept. 11

The Oregon Federal Executive Board's (OFEB) Policy Committee convened its quarterly meeting on the morning of Sept. 11th as part of a full day of ceremony and recognition. Held at the Green-Wyatt Federal Building in Portland, the governing body of the OFEB also welcomed new members Jerry Lorang, Director of the Veteran's Affairs, Regional Office (right, center) and Anne Badgley, Director of the Regional Ecosystems Office. In addition, new Special Agent in Charge for the FBI, Bob Jordan, joined committee member Beth Anne Steele to meet the group and share his perspectives.

The primary agenda item was the upcoming General Membership Meeting (see next article). A decision was made to shift of the meeting's focus from the President's Management Agenda (PMA) to workforce/succession planning and an update on the status of Homeland Security in our region. The PMA, including competitive sourcing and e-government, will remain a key topic of the OFEB's Administrative Services Committee.

The Policy Committee would also like to thank Phil Gentry, District Director of the Small Business Administration, and Roy Roosevelt, Human Resources Manager for the Forest Service Regional Office, for their long-time dedication to the OFEB and service on the Committee.

Following the meeting a brief Patriot Day ceremony and CFC kickoff presentation featured words of tribute from Cathy Callahan, Officer in Charge of the National Labor Relations Board and OFEB Chair, Jerry Lorang, Randy Crockett, District Manager of the Social Security Administration downtown Portland office and 2003 CFC Chair, and Ron Johnson, OFEB Executive Director. The theme, "Tribute to Community," honored those who sacrificed themselves for our nation with those who continue to give of themselves to build a stronger and more caring society. A charity fair was held in the Green-Wyatt Federal Building lobby from 10 a.m. - 2



p.m. so federal employees could learn more about some of our local charities participating in the CFC. Additional kickoffs and charity fairs were also held that week in Salem and Vancouver.

General Membership Meeting Adjusts Agenda for Local Concerns

The question around the Policy Committee table on Sept. 11th was: What issues are the most pressing at your agency? The overwhelming majority mentioned workforce/succession planning and security issues. With that feedback, the agenda for Oregon FEB's second General Membership Meeting of the year was adjusted to address those very topics. The event will be held October 22nd, 8:30 - 10:30 a.m. in the Mark O. Hatfield Courthouse 2nd Floor Jury Room in downtown Portland. All local federal employees are invited.

The meeting will be broken down into three sessions, with a break in the middle and refreshments available to allow attendees to mingle with their colleagues. The opening session will feature representatives from Bonneville Power Administration and the Natural Resources Conservation Service presenting their solutions to workforce planning and succession challenges. Part two will feature a profile of the local Federal Mediation and Conciliation Service and another member agency, so federal employees can learn more about the important roles our fellow agencies

play in the community. In addition, representatives from all attending agencies are invited to bring informative brochures, handouts or displays about some successful programs that their agencies are implementing locally. Please let the OFEB office know in advance if you plan to bring a display.

Part three will feature Captain Paul Jewell, Commander of the Coast Guard Marine Safety Group and Jerry Garcia, District Director of the Department of Homeland Security, Bureau of Citizenship and Immigration Services detailing their agency's local security efforts and the impacts on our region.

OFEB Chair Cathy Callahan of the National Labor Relations Board and Ron Johnson, Executive Director of the OFEB will host.

If you would like to attend, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

Administrative Services Tackles Local Impact of PMA Issues

On September 10th, Administrative Services Committee Co-Chairs, Kathy Eaton, Bureau of Land Management and Lynda Stelzer, Bonneville Power Administration, reviewed recent FEB member work on two President's Management Agenda (PMA) initiatives: competitive sourcing and electronic (e-) government. Their meeting also created a forum for agency representatives to exchange information on local workforce development, employee retention and career transition programs.

Members shared examples of "most efficient organization" studies being conducted by local agencies and emphasized the significant costs and employee anxiety being created. A recommendation to form a "technology task force" to share e-gov best practices was briefly discussed. The recommendation was tabled pending review of the work being performed by an existing organization.

Marina Santos, Business Services Coordinator for the Workforce Alliance, Portland Community College, gave a short presentation on the challenges of dealing with change and described many services available to federal employees and agencies. Some services Marina mentioned were education and training, labor market information, and recruitment and screening. Marina can be contacted via e-mail at alliance@pcc.edu, by phone at 503-533-2946, or on the web at www.workforceallianceonline.org.

The meeting also included a presentation by Kath Collier, Regional Eco-System Office, in which she outlined a proposal to establish a Shared Facilitator Memorandum of Understanding among Oregon FEB

member agencies and strategic partners. Kath's proposal will be addressed at the next Administrative Services committee meeting on December 10th.

MBOC to Celebrate Annual Awards Luncheon and Training Institute

The Oregon FEB's Minority Business Opportunity Committee is putting the finishing touches on their annual Minority Enterprise Development (MED) Week Awards Luncheon and Training Institute, to be held October 15th at the Jantzen Beach Doubletree Hotel in Portland.

The Training Institute is a new feature for this year, designed to help minority business owners learn more about how to earn public and private sector contracts. The training sessions will be from 8:45 a.m. - 12:00 noon and 2:00 - 3:15 p.m., with the awards luncheon held from 12 - 2 p.m. Training topics include "Sustainability/Green Companies," "Your Payroll, Taxes and the IRS," and "Managing Risk."

You can attend the luncheon or the entire day's activities for only \$50. Full tables at the luncheon are also available for \$500. Vice-Chair Mary Jo Witty of the Small Business Administration, managing the ticket sales, expects to fill the 500-person ballroom. Business Planning Chair Rhonnda Edmiston, Port of Portland, has led a superb sponsorship drive, with Providence Health System as the host sponsor.

Contact Mary Jo Witty at 503-326-5105 or mary.witty@sba.gov to reserve your seat or table, or go to the web site at www.oregon.feb.gov/mboc for more information.

Local CFC Introduces New Online Searchable Charity Directory

The Columbia River/Willamette Valley Combined Federal Campaign (CFC) has added an innovative new feature to this year's campaign that should help federal employees more easily find participating non-profit organizations - an online searchable CFC Charity Directory. Found at www.oregon.feb.gov/cfc.htm, the directory enables users to search through the list of over 1,800 participating charities by multiple categories: state or region, county served, type of service (Animal & Environmental, Community Development, Health Services, Youth & Family Services), charity name, keyword or four-digit donation code. Web site address links (if provided) are also included with the

results so users can go to a non-profits' web page for further study.

This new directory was created to give local federal employees more options while reducing overhead costs of printing brochures. Local campaign overhead last year was 6.7%, amongst the lowest in the nation for a CFC of this size.

The directory, one of only two of its kind in the entire country, was developed by Tom Sluder at Bonneville Power Administration's (BPA) Shared Services Web Development Team, in partnership with Jeff Sargent of the Oregon Federal Executive Board. Our many thanks to BPA staff for volunteering their time and skills to this project.

Shared Neutrals Mediators Training Showcased New Mediation Models

The OFE B's Shared Neutrals/Alternative Dispute Resolution Committee hosted its first Fall Mediator's Training Sept. 16-17, at the Water Resources Education Center in Vancouver, Washington. Guest instructor Stewart Levine, author of "Getting to Resolution-Turning Conflict into Agreement," enlightened 30 mediators with his effective techniques. One participant commented that the training program was "a wonderful opportunity to explore different mediation models."

On the second morning, a special session for federal agency managers and mediators brought over 70 in attendance. A federal manager stated that the discussion "heightened managers' awareness of the benefits of early intervention into conflict and the great tool the Shared Neutrals Mediation Program offers them".

Thanks to Diane Williams of the Forest Service and her training sub-committee for putting together this excellent and valuable event.

Portland VA Medical Center Hosts Disabilities Fair

The Portland Veteran's Affairs (VA) Medical Center will host their annual Disabilities Fair on October 21st, 10:30 a.m. - 4:30 p.m. in the main auditorium at 3710 SW US Veterans Hospital Road in Portland. Federal Human Resources, EEOC and Special Emphasis Managers from all local federal agencies are invited to attend.

Veteran's Health Administration, Veteran's Benefit Administration, state of Oregon and private

vocational rehab programs, placement programs and school programs will display their program offerings, as well as hold brief presentations on their services.

The agenda will include a short Americans With Disabilities Act (ADA) accommodation presentation, a discussion on ADA hiring authority, and an address by VA Medical Center Chief Executive Officer Dr. James Tuschshmidt. Ample free and disabled parking is available in the patient structure across from the main building. Contact Charmaine Kinney at 503-220-8262 ext. 56267 for questions or if your agency is interested in providing a display.



FEDERAL FOCUS

Agency Name: National Labor Relations Board
Director: Cathleen Callahan, Officer in Charge
Address: 601 SW 2nd Ave., Suite 1910
Portland, OR 97204
Phone: 503-326-3085
E-Mail: Subregion36@nrlb.gov
Web Page: www.nrlb.gov
Service Area: Oregon & SW Washington

Agency Purpose: The National Labor Relations Board (NLRB) is an independent federal agency created by Congress in 1935 to administer the National Labor Relations Act, the primary law governing relations between unions and employers in the private sector. The statute guarantees the right of employees to organize and to bargain collectively with their employers or to refrain from all such activity.

Generally, the NLRB has jurisdiction over all private employers and employees with some exceptions, such as agricultural workers. The agency does not act on its own, but processes only those charges that are filed with the NLRB office.

Local Profile: The Portland office, with a staff of 4 attorneys and 4 field examiners, plus a superb support staff, processed 360 unfair labor practice charges with allegations ranging from employer discrimination against employees for union activity, unions' failure to properly represent employees, employers and unions failing to engage in good faith collective bargaining, and unlawful secondary picketing and boycotts. While some of these cases require litigation, over the years the Portland office has achieved and maintained an excellent settlement record.

The office also handled 68 representation cases in 2003, with most resulting in elections being conducted by NLRB agents in the workplace, allowing employees to cast secret ballots to determine whether or not they wish to be represented by a labor organization.

COMMITTEE CORNERS

Policy Committee



The Policy Committee welcomes new members Jerry Lorang, Director of the Veterans Affairs Regional Office, and Anne Badgley, Regional Ecosystems Office Director. The committee modified the direction of the upcoming General Membership Meeting on Oct. 22nd to better align with local concerns (see pg. 1).

NEXT MTG: Early Dec., 8 – 9:30 am, location TBD

Administrative Services



At our last meeting on Sept. 10th, we followed up on E-Government and competitive sourcing, looking at the practical side of implementing these President's Management Agenda initiatives. Career transition seminars (see Retention & Dev. below) and an OFEB technology committee was also discussed.

NEXT MTG: 12/10, 8:30 - 10 am, Portland Cable Access

Combined Federal Campaign



The U.S. Postal Service held Key Worker training Sept. 24-26, and will conduct their campaign through Oct. 31st. Campaign supplies have been delivered to most federal agencies and many campaigns are underway. Plans will begin soon for the closing celebration event, slated for early December. Contact Nancie Pruitt at nancie_pruitt@pcez.com or 503-226-9384 for supplies and support, or go to www.oregon.feb.gov/cfc.htm.

NEXT MTG: Leadership Team in October, TBD

Shared Neutrals/ADR



The first annual Fall Mediators Training was considered an outstanding success, with positive feedback from many in attendance.

The Board met on Oct. 1st to review the fall training, discuss the recruitment of new mediators, and consider a proposal to establish and manage a meeting facilitation program.

NEXT MTG: 11/5, 2-4 pm, Robt. Duncan Plaza 10th Fl.

Emergency Preparedness



The Oregon Federal Executive Board's Public Affairs and Emergency Preparedness Committees held a unique joint meeting Friday, August 15th from 9:30 - 11:30 a.m. to look at how federal agencies can better cooperate with each other and other public organizations in a local emergency. As a result, the OFEB is discussing potential emergency training courses for federal leaders and the formation of a local federal emergency operations center.

NEXT MTG: TBD

Retention & Development



The next retirement benefits and estate planning seminar will be a FERS session on Oct. 15-16. Contact Mary Ceciliani at mcecilia@pcez.com or 503-326-3010 to register.

Discussions are also in process to potentially conduct career transition seminars, to better prepare federal employees for competitive sourcing initiative implementation. Stay tuned to the FEB News and Events and our web site at www.oregon.feb.gov for more information.

Public Affairs



The Oregon Federal Executive Board's Public Affairs and Emergency Preparedness Committees held a unique joint meeting Friday, August 15th from 9:30 - 11:30 a.m. to look at how federal agencies can better cooperate with each other and other public organizations in a local emergency. As a result, the OFEB is discussing potential emergency training courses for federal leaders and the formation of a local federal emergency operations center.

NEXT MTG: 11/21, 9:30 am, Green-Wyatt, #225

Minority Business Opportunity



The Minority Enterprise Development (MED) Week Awards Luncheon and Training Institute is coming October 15th at the Jantzen Beach Doubletree Inn in Portland. Tickets are available at only \$50 for the luncheon or entire day. Contact Mary Jo Witty at 503-326-5105 or mary.witty@sba.gov to reserve a seat or table. Providence Health System is the Host Sponsor. To learn more, go to www.oregon.feb.gov/mboc.

NEXT MTG: 10/15, 8:45 am - 3:15 pm, Jantzen Beach Doubletree Hotel, Portland.

OFEB CALENDAR OF EVENTS

OCTOBER '03

MED Week Luncheon & Training

Oct. 15th **8:45 am – 3:15 pm**

Annual Minority Enterprise Development Week Awards Luncheon, organized by the OFEB's Minority Business Opportunity Committee. This year training for minority small business owners is included.

Location: Doubletree Inn, Jantzen Beach
909 N Hayden Island Drive, Portland, 97217

Cost: \$50 for entire event. Contact Mary Jo Witty at 503-326-5105 or mary.witty@sba.gov to register.

FERS Retirement Planning Seminar

Oct. 15th - 16th **8:30 am**

Location: Edith Green-Wendell Wyatt Bldg.
1220 SW 3rd Ave., Room G70A, Portland

Day 1: 8:30 am – 4:00 pm (register @ 8:00 am)

Day 2: 8:30 am – 12:00 noon

Cost: \$100 for federal employees, \$40 for non-federal spouses. To register, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

OFEB General Membership Meeting

Oct. 22nd **8:30 - 10:30 am**

Hear presentations on workforce planning, local federal agency profiles, local Homeland Security activity and the latest Oregon FEB developments. This event provides great opportunity to meet and network with federal colleagues from throughout the area. All federal employees are invited.

Location: Mark O. Hatfield Courthouse
1000 SW 3rd Ave., Jury Room, Portland

If you would like to attend, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

NOVEMBER '03

Shared Neutrals Committee Meeting

Nov. 5th **2:00 - 4:00 pm**

Monthly meeting to discuss, analyze and enhance mediation services for our member organizations; includes reports from training, personnel and marketing sub-committees.

Location: Robert Duncan Plaza
333 SW 1st Ave., 10th floor, Portland

CSRS Retirement Planning Seminar

Nov. 5th - 6th **8:30 am**

Location: Edith Green-Wendell Wyatt Bldg.
1220 SW 3rd Ave., Room G70A, Portland

Day 1: 8:30 am – 4:00 pm (register @ 8:00 am)

Day 2: 8:30 am – 12:00 noon

Cost: \$100 for federal employees, \$40 for non-federal spouses. To register, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

FEHB Program Open Season Fairs

Nov. 12th - 24th **Various Times**

The Federal Employees Health Benefits (FEHB) Program Open Season is **Nov. 10th - Dec. 8th**. A broad range of health fairs will be held throughout NW Oregon and SW Washington so federal employees can learn more about their health insurance options.

NEW - go to www.oregon.feb.gov for a calendar of health fairs being held in the region!

See www.opm.gov/insure for information on the FEHB program participating health plans.

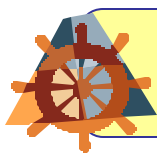
Location: Portland Metro, Salem, Vancouver

Minority Business Opp. Committee

Nov. 13th **10:00 a.m. - 12:00 noon**

Monthly meeting to discuss ways to enhance hiring of minority small businesses for federal and other public sector contracts.

Location: Portland Development Commission
1900 SW Fourth Ave., 7th Floor, Portland



HAPPY COLUMBUS DAY
Monday, October 13th

OFEB Policy Committee Officers

Cathy Callahan: OFEB Chair, National Labor Relations Board
Lynda Stelzer: Administrative Services Committee Co-Chair, Bonneville Power Administration
Kathy Eaton: Administrative Services Committee Co-Chair, Bureau of Land Management
Randy Crockett: Combined Federal Campaign Chair, Social Security Administration
Les Miller: Emergency Preparedness Committee Chair, U.S. Army Corps of Engineers
Beth Anne Steele: Public Affairs Committee Chair, Federal Bureau of Investigation



At Large Members:

Anne Badgley, Regional Ecosystems Office; **Lucy Devenney**, Willamette National Cemetery; **Janice Goodwin**, National Agricultural Statistics Service; **Bob Graham**, Natural Resources Conservation Service; **Harry T. Hall**, Federal Energy Regulatory Commission; **Captain Paul Jewell**, U.S. Coast Guard, Marine Safety Group; **Jerry Lorang**, Veterans Affairs Regional Office; **Lt. Col. Charles Markham**, U.S. Army Corps of Engineers.

Sub Committees/Chairs

The first three sub-committees below are part of the OFEB Administrative Services Committee. Community service (represented by the Combined Federal Campaign), Emergency Preparedness and Public Affairs are stand-alone committees.

Alternative Dispute Resolution /Shared Neutrals (mediated employee disputes):

Chair: Fran Petersen, Bonneville Power Admin., (503) 230-5860

Collaborative Retention/Employee Development:

Chair: Staffed by **Ron Johnson** and **Jeff Sargent**

Minority Business Opportunity Committee:

Chair: Tyrone Henry, Portland Development Commission, (503) 823-3315

Combined Federal Campaign

Chair: Randy Crockett, Social Security Administration, (503) 326-6309

Emergency Preparedness:

Chair: Les Miller, U.S. Army Corps of Engineers (503) 808-4400

Public Affairs:

Chair: Beth Ann Steele, Federal Bureau of Investigation (503) 552-5238

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